

**Notice of Intent for Coverage Under an SPDES General Permit for Stormwater Discharges From
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)
Prepared for the
TOWN OF KENT**

Section D: Initial Identification of Measurable Goals

1. PUBLIC EDUCATION AND OUTREACH ON STORMWATER IMPACTS

❑ Plan and conduct an ongoing public education and outreach program

- Gather existing brochures, fact sheets, posters and other available materials from regional sources including Putnam County Soil and Water Conservation District, Cornell Cooperative Extension, New York City Department of Environmental Protection, New York State Department of Environmental Conservation and regional planning groups. This data shall target proper lawn and garden care, pet waste management, and proper disposal of household wastes. (Year 1)

❑ Webpage

- Create a webpage for stormwater management on the Town website including listing of available education materials, and notice of upcoming regional presentations and related stormwater management events. (Year 2)
- Expand the stormwater webpage to include two stormwater management publications targeting selected management practices each year. (Years 3, 4, & 5)

❑ Printed material

- Mail a pamphlet on disposal of household wastes to all households in Lake Carmel Sanitation District (approximately 2,800 households). (Year 2)
- Each year print two brochures on a specific stormwater management practice. Make the brochures available at Town Hall, Highway Department, Police Department, Fire Departments, Library, and Community Center. (Years 2, 3, 4, & 5)

❑ Library of educational materials

- Develop a collection of educational stormwater management materials. Organize the materials in a designated location in Town Hall which is available to Town staff and the public. (Year 2)
- Update, weed and maintain the library of materials. (Years 3, 4, & 5)

❑ Speakers to community groups

- Schedule and conduct yearly public educational meetings. Each year concentrate on a different management practice targeted to pollutants of concern. (Years 1, 2, 3, 4, & 5)

❑ **Coordination with adjacent MS4s**

- Seek a formal agreement with Putnam County to assist and facilitate the Public Education and Outreach Programs. (Year 1)
- Review initial Stormwater Management Program (SWMP) for MS4s discharging into the Town's MS4. (Year 1)
- Seek formal agreements with adjacent MS4s where coordinated or delegated efforts provide a more effective SWMP. (Years 1, 2, 3, 4, & 5)

2. PUBLIC INVOLVEMENT/PARTICIPATION

❑ **Public notice and access to documents and information**

- Provide public notice by way of announcements at televised Town Board meetings, for key events and upcoming Stormwater Committee meetings. (Years 1, 2, 3, 4, & 5)
- Provide public notice for all Town SWMP related public hearings by posting notice in official Town newspaper and post notice at Town Hall. (Years 1, 2, 3, 4, & 5)
- Provide full access to the public to review and request copies of all information collected and developed as part of the Town SWMP. (Years 1, 2, 3, 4, & 5)

❑ **Public presentation and comments received on SWMP and on annual reports**

- Hold public hearing on Town's initial SWMP. (Year 1)
- Hold public hearing on 1st Annual Report. (Year 2)
- Hold public hearing on 2nd Annual Report. (Year 3)
- Hold public hearing on 3rd Annual Report. (Year 4)
- Hold public hearing on 4th Annual Report. (Year 5)
- Hold public hearing on 5th Annual Report. (Post Year 5)

❑ **Public involvement/participation program**

- Define the role of the recently created Stormwater Committee with respect to the Town SWMP. (Year 1)
- Organize and conduct two yearly local Town waterbody cleanup events utilizing volunteers. (Years 1, 2, 3, 4, & 5)
- Utilize the Stormwater Committee monthly meetings as a public forum to facilitate the Town SWMP. (Years 1, 2, 3, 4, & 5)

❑ **Contact person identified**

- Identify Town stormwater contact person. (Year 1)

- Identify key contact person from each lake committee in Town to coordinate and publicize lake community public participation events. (Year 1)
- Develop a mailing list of key contact people from each in Town lake committee for distribution of Town SWMP information. (Year 2)

3. ILLICIT DISCHARGE DETECTION AND ELIMINATION

❑ Outfall mapping

- Prepare an initial map of the stormwater discharges within the automatically designated areas of the Town. This map will include discharges of other MS4's entering the Town's MS4 within the mapped area. (Year 1)
- Expand the stormwater map to include the stormwater discharges within the additionally designated areas (NYCDEP watershed) of the Town. (Year 2)

❑ Illicit discharges prohibited

- Obtain and review model ordinances addressing illicit discharges into the stormwater system. Also review regulations of Putnam County Department of Health (PCDOH) relative to illicit discharges. (Year 1)
- Develop Town reporting policy for the public to report illicit discharges including failing septic systems, and coordinate investigation/correction with PCDOH. (Year 2)
- Prepare and adopt an ordinance addressing illicit discharges into the stormwater system. (Year 2)

❑ Public, employees, businesses informed of hazards from illicit discharges

- Conduct initial training for Town employees and volunteers (Highway Department, Fire Department, and Building Department) regarding illicit discharges into the stormwater system. (Year 1)
- Conduct training for Town employees following the adoption of an ordinance addressing illicit discharges. (Years 2, 3, 4, & 5)
- Prepare and distribute illicit discharge information pamphlet to 50 targeted local business and industries. (Year 3)

❑ Illicit discharges identified

- Review and assess first quartile of the Town MS4 for illicit discharges. (Year 2)
- Identify source and eliminate all illicit discharges identified. (Year 2)
- Review and assess second quartile of the Town MS4 for illicit discharges. (Year 3)
- Identify source and eliminate all illicit discharges identified. (Year 3)
- Review and assess third quartile of the Town MS4 for illicit discharges. (Year 4)
- Identify source and eliminate all illicit discharges identified. (Year 4)
- Review and assess last quartile of the Town MS4 for illicit discharges. (Year 5)

- Identify source and eliminate all illicit discharges identified. (Year 5)

4. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

❑ Require erosion and sedimentation controls through an ordinance or other regulatory mechanism

- Obtain and review model ordinances and draft amendments to existing Erosion Control Ordinance to be consistent with Stormwater General Permit No. GP-02-01. (Year 1)
- Adopt amendments to existing Erosion Control Ordinance. (Year 2)

❑ Provide opportunity for public comment on construction plans

- Amended Erosion Control Ordinance shall include a requirement for the opportunity for public comment on construction plans. (Year 2)

❑ Require construction site plan review

- Draft amendments to Site Plan and Subdivision regulations to appropriately coordinate stormwater management requirements with the amended Erosion Control Ordinance. (Year 1)
- Adopt amendments to Site Plan and Subdivision regulations. (Year 2)

❑ Require overall construction site waste management

- Amended Erosion Control Ordinance shall include requirements for projects to establish an overall construction site waste management plan. (Year 2)

❑ Site inspections and enforcement

- Amended Erosion Control Ordinance shall define Town site inspection and enforcement authority. (Year 1)
- Establish and implement procedures for site inspections relative to project stormwater management. (Year 2)
- Achieve 50% “on the ground” compliance with approved Erosion Control Plan. (Year 3)
- Achieve 75% “on the ground” compliance with approved Erosion Control Plan. (Year 4)
- Achieve 85% “on the ground” compliance with approved Erosion Control Plan. (Year 5)

❑ Education and training of construction site operators

- Develop information pamphlet addressing construction site stormwater runoff control for construction site operators. (Year 2)
- Distribute information pamphlet addressing construction site stormwater runoff control for construction sites with all building permits and site construction permits. (Years 2, 3, 4, & 5)

5. POST-CONSTRUCTION STORMWATER MANAGEMENT

- ❑ **Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable**
 - Prepare preliminary inventory of water quality problem areas and pollutants of concern within the regulated MS4. (Year 1)
 - Identify stormwater discharges contributing to water quality problem areas within the Town's regulated MS4. (Year 1)
 - Develop strategies and prioritize structural and non-structural management practices to address Town MS4 water quality problems. (Year 2)
 - Implement Town MS4's first priority management practices to reduce pollutant discharge to maximum extent practicable. (Year 3)
 - Implement Town MS4's second priority management practices to reduce pollutant discharge to maximum extent practicable. (Year 4)
 - Implement Town MS4's third priority management practices to reduce pollutant discharge to maximum extent practicable. (Year 5)
- ❑ **Regulate post-construction runoff from development through an ordinance or other regulatory mechanism**
 - Obtain and review model ordinance and develop draft ordinance to regulate post-construction runoff from development. (Year 1)
 - Adopt ordinance to regulate post-construction runoff from development contributing to the Town's MS4. (Year 2)
- ❑ **Develop management practice inspection and maintenance program**
 - Develop management practice inspection and maintenance program for the Town's MS4. (Year 1)
 - Implement management practice inspection and maintenance program for the Town's MS4. (Years 2, 3, 4, & 5)

6. POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

- ❑ **Prevent discharge of pollutants from municipal operations**
 - Prepare preliminary inventory of Town operations contributing to water quality problems and pollutants of concern. (Year 1)
- ❑ **Follow NYSDEC NPS Management Practices Catalog, or equivalent**
 - Identify appropriate Best Management Practices (BMPs) to address Town operations contributing to water quality problems and pollutants of concern. The following management practices should be addressed: street cleaning, catch basin and storm drain system cleaning, hazardous and waste materials management, landscaping and lawn care, road salt storage, roadway maintenance, and Town owned septic system management. (Year 2)

- Implement first third of selected BMPs to address Town operations contributing to water quality problems and pollutants of concern. (Year 3)
- Implement second third of selected BMPs to address Town operations contributing to water quality problems and pollutants of concern. (Year 4)
- Implement final third of selected BMPs to address Town operations contributing to water quality problems and pollutants of concern. (Year 5)

❑ **Conduct employee pollution prevention training**

- Based on identified Town operations contributing to water quality problems, pollutants of concern, and selected BMPs, conduct Town employee pollution prevention training. (Years 2, 3, 4, & 5)

Definition of Implementation Dates:

Year 1	March 10, 2003	to	March 9, 2004
Year 2	March 10, 2004	to	March 9, 2005
Year 3	March 10, 2005	to	March 9, 2006
Year 4	March 10, 2006	to	March 9, 2007
Year 5	March 10, 2007	to	March 9, 2008